



**LOS ANGELES COUNTY
COMMISSION FOR OLDER ADULTS**

3333 Wilshire Blvd., Suite 400
Los Angeles, CA 90010

(213) 351-5274 FAX (213) 365-8649

<http://www.css.lacounty.gov/laccoa.aspx>



Executive Board

Bernard Weintraub, President
Cindy Skovgard, 1st Vice President
Peter J. McGrath, 2nd Vice President
Oleeta Igar, Secretary
Barbara Sinclair, Fiscal Officer

Executive Liaison

Brenda Sapp-Pradia

Board of Supervisors

Gloria Molina, 1st District
Mark Ridley-Thomas, 2nd District
Zev Yaroslavy, 3rd District
Don Knabe, 4th District
Michael D. Antonovich, 5th District

EXECUTIVE BOARD MEETING

500 W. Temple Street - Los Angeles, CA 90012
Hall of Administration-Room B-5 (Basement)
Friday, July 8, 2011
11:00 a.m. – 1:00 p.m.

Executive Board Attendees

Bernard Weintraub, President
Cindy Skovgard, 1st Vice President
Peter J. McGrath, 2nd Vice President
Oleeta Igar, Secretary
Barbara Sinclair, Fiscal Officer

CSS Staff Present: Lorenza C. Sanchez, Assistant Director; Brenda Sapp-Pradia, Program Manager; and Larry Littleton, Human Services Administrator I

I. CALL TO ORDER

President Weintraub called the Executive Board Meeting to order at 11:15 a.m.

II. APPROVAL OF AGENDA

The agenda was approved as presented.

III. APPROVAL OF MINUTES

Peter McGrath, 2nd Vice-President, made the motion to accept the minutes as accepted. Bernard Weintraub, President, seconded the motion. The minutes were approved as presented.

IV. PRESIDENT'S REMARKS

President Weintraub stated that there are a lot of challenges facing the commission. One of the challenges includes active participation from the commissioners. President Weintraub will ask the membership committee to look at attendance records to find out if any commissioner has missed the last 3 consecutive meetings. President Weintraub will address the commission on the proper procedure for excused absences. President Weintraub received a letter from the State Department of Aging dated, May 24, 2011, regarding corrections and findings from a recent audit of the Area Agency on Aging. Based on the letter, he is requesting a copy of the report.

Action item – Peter McGrath, 2nd Vice-President, will work with the membership committee to look at the attendance record of the commissioners.

LACCOA advocates for the needs and well-being of older adults in Los Angeles County

LOS ANGELES COUNTY COMMISSION FOR OLDER ADULTS
MINUTES OF EXECUTIVE BOARD MEETING
Friday, July 08, 2011

V. ADMINISTRATIVE REPORT

Lorenza Sanchez, CSS Assistant Director, stated that the department received 87 findings in the previous CDA audit that needed corrections in order to be in compliance. This year there were only 24 findings. The AAA is currently completing corrective actions for these actions and will provide the results to the Executive Board. The administration of PSA 19 (LA County) were very pleased and fared very well with this year's audit in comparison to previous years.

Action item – Ms. Sanchez agreed to report on the audit at the next LACCOA General meeting, July 11, 2011.

Brenda Sapp-Pradia, Program Manager, made a report on the Title V senior employment program. As of June 30, 2011, many senior centers lost their Title V workers due to the state enforcing a 4-year limit on workers. Many workers have been with the program much longer than the 4-year time frame because the state had not been enforcing this rule. It is being enforced now in order to give other seniors who have been on waiting lists an opportunity to train for jobs through the Title V program.

Ms. Sapp-Pradia and Ms. Sanchez reported on the September 1, 2011 deadline for the Adult Day Health Care Centers (ADHCs) to be closed. In Los Angeles County, there will be 166 ADHCs being closed down due to budget cuts. There are 23,000 individuals being served in ADHCs and 14,000 individuals who receive hours from the In Home Supportive Services (IHSS) Program that will need re-assessments because of the care they were receiving at the centers. The majority of the 23,000 people affected by these cuts live in the Third District. The Department of Aging is working on a letter that will be sent to the participants of the ADHCs. A Resource Guide is also being developed that is planned to be distributed by mid-July.

Action Item – Ms. Sanchez agreed to provide a copy of the Resource Guide to the Executive Board. Commissioner Oleeta Igar offered her assistance as a representative of the PASC, if needed.

Ms. Sanchez stated that in Governor Brown's budget, the realignment of Adult Protective Services (APS) was approved. The jurisdiction of APS will be moved from the state level to the county level. The funding for APS for FY 2011-12 will come from a 1% increase in license fees. Future funding is still unknown.

VI. EXECUTIVE BOARD MEETING SCHEDULE

The Executive Board agreed to meet on the third Monday of each month from 1:00 pm to 3:00 pm.

Action Item – Executive Board will discuss the composition of committees at the July 18, 2011 meeting.

LOS ANGELES COUNTY COMMISSION FOR OLDER ADULTS
MINUTES OF EXECUTIVE BOARD MEETING
Friday, July 08, 2011

Action Item – Executive Board requested that CSS staff send out a letter to the commission requesting them to select three committees they would like to be on, numbered from 1 to 3, with '1' being their first choice, '2' being their second choice, and '3' their third choice.

VII. FINANCE REPORT

Barbara Sinclair, Fiscal Officer, stated that in the budget for FY 2011-2012, a new line item will be added for Special Events, which could include the Older Americans Recognition Day event. Ms. Sinclair stated that she will bring to the floor the motion to accept the finance report and line items as presented at the next LACCOA meeting.

Action Item – Cindy Skovgard, 1st Vice-President, requested to have further discussion of finances, including the protocol to attend conferences at the next Executive Board, scheduled for July 18, 2011.

Action Item – Executive Board requested CSS staff to update the conference schedule for FY 2011-2012.

VIII. GOALS AND OBJECTIVES FOR 2011-2012

The committee discussed other duties that the Secretary, Oleeta Igar, will have in addition to taking minutes. It was agreed that she will also be writing letters when needed. This was voted on and approved by the Executive Board.

Brenda Sapp-Pradia also discussed with the Executive Board the process and procedures to print the LACCOA newsletter and other items that need approval. The vendors process that the county uses and how the vendors get paid for certain projects that LACCOA works on throughout the year was also discussed.

Larry Littleton reported that he is working on the draft annual report for LACCOA. The committee suggested that Benji Uy, CSS photographer, supply pictures for the report of various functions LACCOA has participated in this past year.

Action Item – Ms. Sapp-Pradia and Mr. Littleton agreed to send a copy to President Weintraub as soon as it's ready, for review.

The Executive Board also addressed the format and structure of holding Public Comments during the general membership meetings. It was agreed that comments should be limited to three minutes and that comment cards should be made available to members who wish to make Public Comment. It was noted that Public Comments do not necessarily require a response.

Action Item – Lorenza agreed to bring comment cards to the meeting on Monday July 11, 2011.

Action Item – Executive Board discussed how the seating arrangement for the LACCOA General meeting should be set up. Mr. Littleton will follow-up with setting up the room.

LOS ANGELES COUNTY COMMISSION FOR OLDER ADULTS
MINUTES OF EXECUTIVE BOARD MEETING
Friday, July 08, 2011

Action Item – Peter McGrath, 2nd Vice-President, requested to use the 2010 Census to obtain the ethnic breakdown of the senior population in Los Angeles County. This information will be used to recruit potential members for the commission.

IX. COMMITTEE ISSUES

One of the items discussed was the Membership committee with regard to the issue of attendance and keeping track of excused absences.

Action item – Peter McGrath, 2nd Vice-President, agreed to contact the Membership Committee chair-person, Neenah Frazier, to follow up on this issue and to make a subsequent report.

X. ADJOURNMENT

Meeting was adjourned at 1:25 p.m.

APPROVED AND FILED WITH CORRECTION: JULY 18, 2011